



**Genedu**

## **Guide on requesting financial assistance for career/professional development from your employer:**

- Check with the HR department of your company/school district if it offers a tuition assistance program or training funds.
- Reach out to your supervisor and provide a persuasive argument as to why your company/school district should contribute to this career/professional development training.
- In your persuasive argument: Indicate how the competencies and skills gained from the training will align with your current job responsibilities; and how they could improve your performance and output. Point out that the course is highly practical and industry-relevant, and that it will equip you with up-to-date tools, practices, and resources in biotech. This will foster an innovative and competitive approach to your work.
- Outline your action plan to share what you learned with your colleagues/teammates (through presentations, workshops, coaching, etc.)